

Minutes of the Hartland Public Library
Board of Trustees
Regular meeting on Thursday, January 11, 2024
Submitted by Lisa Feldner, Secretary

I. Call to Order was made at 5:03 PM by President Lee Bromberger. Present were Trustees Lee Bromberger, Amy Reichert, Elise Miller, Tom Truttschel, Lisa Feldner, Lisa Kwiat, Linda Hallquist, Robyn Ludtke, and Library Director Andrew Kristensen. Tom Truttschel left at 5:45pm. Friends of the Library President Mary Pfeiffer was in attendance.

II. Public Comment: Please be advised that the audio of this meeting will be recorded and available online through the Library's website. There was no public comment.

III. Consideration of Library Board Minutes of the December Meeting

- a. Elise Miller motioned to approve the minutes of the December meeting. Linda Hallquist seconded. The motion carried with 7 ayes. Tom Truttschel abstained.

IV. Introduction of Friends of the Library President Mary Pfeiffer and Q&A

- a. Mary spoke about her duties as the President of the Friends of the Library, and she also talked about future opportunities to grow the Friends group.

V. Financial Affairs

a. Consideration of the December Bills

Tom Truttschel motioned to approve the December Bills. Lisa Kwiat seconded. The motion carried unanimously.

- b. Status of the Budget

VI. Director's Report

a. Statistics

b. Staff Updates, Buildings and Grounds, & Miscellaneous

- Andy and Ryan instituted a new vacation policy, effective as of December 20, 2023, for all part-time staff.
- Schindler Elevator Company charged us \$746 before tax for less than an hour of maintenance work on our elevator. Andy has reached out to the company to discuss the charge, but the company has not responded yet.
- The Summer Reading Program is almost completely planned out. For our kick-off event at Nixon Park, we will have a princess and superhero for storytime, dancing & singing, and photo ops, a bounce house with a 'sporting attachment,' oversized yard games, and an ice cream cart/truck from Little Dipperz, along with a sign-up booth.
- Our credit cards for the last 30 days have not closed yet, so those purchases are not included in the budget numbers this month. Andy estimates us to be under budget by a few thousand dollars.

VII. Old Business

- a. None

VIII. New Business

a. Discussion and Consideration of Weapons Policy

- Robyn Ludtke motioned to post the Village of Hartland Weapons Policy on the Library website. Amy Reichert seconded. The motion carried unanimously.

IX. Announcements

a. Strategic Refresh Meeting on March 8, 2024

X. Adjournment – A motion to adjourn was made at 6:01pm by Elise Miller, it was seconded by Linda Hallquist. The motion carried unanimously.

Next regular meeting is scheduled for February 8, 2024 at 5:00 pm